

# ORDER FOR SUPPLIES OR SERVICES

PAGE OF PAGES

1 10

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1. DATE OF ORDER 09/12/2012		2. CONTRACT NO. (If any) EP-W-11-009		6. SHIP TO: a. NAME OF CONSIGNEE Cheryl R. Brown	
3. ORDER NO. 0015		4. REQUISITION/REFERENCE NO. See Schedule			
5. ISSUING OFFICE (Address correspondence to) HPOD US Environmental Protection Agency Headquarters Procurement Operations Ariel Rios Building 1200 Pennsylvania Avenue, NW Washington DC 20460				b. STREET ADDRESS 1200 Pennsylvania Ave NW MC 1804A Phone: 202-566-0940 Email: Brown.cheryl@Epa.gov	
				c. CITY Washington	d. STATE DC
				e. ZIP CODE 20460	
7. TO: NA				f. SHIP VIA	
a. NAME OF CONTRACTOR RENAISSANCE PLANNING GROUP, INC.				8. TYPE OF ORDER	
b. COMPANY NAME				<input type="checkbox"/> a. PURCHASE <input checked="" type="checkbox"/> b. DELIVERY	
c. STREET ADDRESS 121 S ORANGE AVE STE 1200				REFERENCE YOUR:  Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated.	
d. CITY Orlando		e. STATE FL	f. ZIP CODE 32801		
9. ACCOUNTING AND APPROPRIATION DATA See Schedule				10. REQUISITIONING OFFICE HPOD	

11. BUSINESS CLASSIFICATION (Check appropriate box(es)) <input checked="" type="checkbox"/> a. SMALL <input type="checkbox"/> b. OTHER THAN SMALL <input type="checkbox"/> c. DISADVANTAGED <input type="checkbox"/> d. WOMEN-OWNED <input type="checkbox"/> e. HUBZone <input type="checkbox"/> f. SERVICE-DISABLED VETERAN-OWNED <input type="checkbox"/> g. WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOSB PROGRAM <input type="checkbox"/> h. EDWOSB				12. F.O.B. POINT Destination	
13. PLACE OF a. INSPECTION Destination		b. ACCEPTANCE Destination		14. GOVERNMENT B/L NO.	
				15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date)	
				16. DISCOUNT TERMS	

## 17. SCHEDULE (See reverse for Rejections)

ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	DUNS Number: (b)(4) Task Order #0015: Assessment of Extent to Which Green Building Standards Encourage SPA's Recommended Green Building Practices TOPO: Susan Gitlin Max Expire Date: 01/26/2013 Continued ...					

SEE BILLING INSTRUCTIONS ON REVERSE	18. SHIPPING POINT		19. GROSS SHIPPING WEIGHT		20. INVOICE NO.		17(h) TOTAL (Cont. pages)
	21. MAIL INVOICE TO:						
	a. NAME RTP Finance Center						\$0.00
	b. STREET ADDRESS (or P.O. Box) US Environmental Protection Agency RTP-Finance Center (D143-02) 109 TW Alexander Drive						\$73,506.46
c. CITY Durham		d. STATE NC	e. ZIP CODE 27711				17(i) GRAND TOTAL

22. UNITED STATES OF AMERICA BY (Signature)

23. NAME (Typed)  
Jody Gosnell  
TITLE: CONTRACTING/ORDERING OFFICER

**ORDER FOR SUPPLIES OR SERVICES**  
**SCHEDULE - CONTINUATION**

PAGE NO

2

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER	CONTRACT NO.	ORDER NO.
09/12/2012	EP-W-11-009	0015

ITEM NO.	SUPPLIES/SERVICES	QUANTITY ORDERED	UNIT	UNIT PRICE	AMOUNT	QUANTITY ACCEPTED
(a)	(b)	(c)	(d)	(e)	(f)	(g)
0001	<p>Admin Office: HPOD US Environmental Protection Agency Headquarters Procurement Operations Ariel Rios Building 1200 Pennsylvania Avenue, NW Washington DC 20460 Period of Performance: 09/12/2012 to 01/26/2013</p> <p>Contract Ceiling and Funding for BASE Period</p> <p>Task Order #0015 Sustainable Communities Technical Assistance--for "Assessment of Extent to Which Green Building Standards Encourage EPA's Recommended Green Building Practices"--in accordance with the attached Statement of Work</p> <p>Ceilings and Funded Amounts: Cost: (b)(4) Fee: (b)(4) CPFF: \$73,506.46 Requisition No: PR-OA-12-00155, PR-OA-12-00261</p> <p>Accounting Info: 12-13-B-11W-301MA4-2505-1211W21071-001 BFY: 12 EFY: 13 Fund: B Budget Org: 11W Program (PRC): 301MA4 Budget (BOC): 2505 DCN - Line ID: 1211W21071-001 Funding Flag: Complete Funded: \$49,958.61</p> <p>Accounting Info: 12-13-B-11W-301MA4-2505-1211W21115-001 BFY: 12 EFY: 13 Fund: B Budget Org: 11W Program (PRC): 301MA4 Budget (BOC): 2505 DCN - Line ID: 1211W21115-001 Funding Flag: Complete Funded: \$23,547.85</p>					

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

\$0.00

Statement of Work  
Contract Number: EP-W-11-009/EP-W-11-010/EP-W-11-011  
RFO Number: 15

I. TITLE: ASSESSMENT of EXTENT TO WHICH GREEN BUILDING STANDARDS ENCOURAGE EPA'S RECOMMENDED GREEN BUILDING PRACTICES

II. PERIOD OF PERFORMANCE:

From: Date of Award  
To: January 26, 2013

III. BACKGROUND:

*Green building* is the practice of maximizing the efficiency with which buildings and their sites use resources — energy, water, land, and materials — while minimizing impacts on human health and the environment, throughout the complete building life cycle — from siting, design, and construction to operation, renovation, and reuse.

The US Environmental Protection Agency's Green Building Workgroup (GBWG) was formed to play two critical roles in advancing effective, high-performance green building approaches: 1) To help ensure that the term *green building* is associated with those building practices and products that deliver the greatest and most measurable and verifiable environmental improvements and 2) To inform decision-making by communities, local building officials, other government agencies, builders, and other key stakeholders.

In 2009, the GBWG formed a set of recommended green building practices ("GB practices") to use for evaluating and influencing the content of green building standards (including model codes, rating systems, and certification programs) that have been published or that are being developed by standards development organizations. The GB practices cover a wide range of environmental and human health issues and address in specific terms the principles and goals that the Agency aims to promote among green building stakeholders. The GBWG is now revising its set of GB practices for use in evaluating the green building standards that are available to the public in 2012. One major difference between the 2009 and 2012 set of practices is that the revised set contains no practices that focus specifically on energy efficiency; the single remaining energy-focused practice covers the use of renewable energy. (This change does not reflect a decreased level of interest in energy efficiency at the Environmental Protection Agency, but merely reflects the 2012 interests of the Green Building Workgroup membership.)

Although the GBWG is a cross-Agency initiative, the Office of Sustainable Communities coordinates the development of the GB practices as well as the GBWG's participation in the development and revision of green building standards developed by the private sector.

#### IV. PURPOSE AND OBJECTIVE:

The purpose of this statement of work is to gain contractor support for 1) assessing the degree to which available green building standards encourage EPA's 2012 set of GB practices and 2) drafting recommendations to offer to communities that are considering the adoption of green building standards. The 2009 set of GB practices is attached in order to assist interested contractors in understanding the work that is required. It is important to note, however, that the 2012 set of GB practices will be somewhat shorter and narrower in scope.

#### V. QUALITY ASSURANCE (QA) REQUIREMENTS

Check [ ] Yes if the following is required or [X] NO if the following is not required. The Contractor shall submit with their technical proposal a written Quality Assurance Project Plan for any project that is developing environmental measurements or a Quality Assurance Supplement to the Quality Management Plan for any project which generates environmental data using models.

#### VI. TASKS AND DELIVERABLES:

The TO COR will provide the contractor with EPA's 2012 set of recommended green building practices ("GB practices").

The TO COR will not provide the following green building standards, which, together with the GB practices, form the basis for the work described in Tasks 1-7\*:

##### Green Building Standards

1. International Code Council's *2012 International green Construction Code*.
2. American Society of Heating, Refrigerating and Air-Conditioning Engineers' *Standard for the Design of High-Performance Green Buildings Except Low-Rise Residential Buildings* (ANSI/ASHRAE/USGBC/IES Standard 189.1-2011)
3. National Association of Home Builders' *National Green Building Standard*, 2012 (ICC 700-2012) (slated to become available by September 30, 2012)
4. Green Building Initiative's Green Globes for New Construction
5. Green Building Initiative's Green Globes for Continual Improvement of Existing Buildings
6. ~~US Green Building Council's LEED 2012 Building Design & Construction~~  
(slated to become available in fall 2012)

~~7. US Green Building Council's LEED 2012 Existing Buildings Operations & Maintenance (slated to become available in fall 2012)~~

- \* Over the course of work under the task order, the TO COR may issue technical direction to substitute other green building standards for standards in the above list on which the contractor has not yet begun work. Substituted standards would be comparable in length and complexity to those standards that they replace in the list.

Requirements Common to All Tasks

For each of the tasks below the contractor shall prepare a report that describes the degree to which the given standard encourages a builder, developer, and/or building owner to follow each practice included in the 2012 set of GB practices, and the specific differences between the standard's provisions and the GB practice.

Findings might include, for example:

- If the model code is adopted as a local ordinance and enforced as a mandatory building code, Practice #4A would be required of all new commercial buildings in the community, but Practice #5C would not be required, and Practice #1B may or may not be required, depending on whether the community decides to activate the option.
- The green building rating system requires an approach that is similar to Practice #6A, but which falls short in achieving a certain performance level, specifically...
- The rating system includes Practice #2D in its selection of credits, but a builder is not required to select that credit and can achieve all levels of certification without selecting that credit.
- For Practice 6C, the model code requires a maximum of 200 feet from the building, whereas EPA's GB practice calls for a maximum of 50 feet.
- The rating system provides a credit for buildings that achieve practice 4A, but only for new commercial construction, not for existing buildings or schools, as EPA recommends.

When the contractor finds that the standard falls short of fully requiring a practice, the contractor shall include in the report:

- a) a description of the degree to which the practice is encouraged.
- b) a statement, written for community decision-makers, with recommendations on how the community could encourage/further encourage the practice (e.g., "When adopting this model code as an ordinance, consider revising section III.A.4 such that it raises the required recycling rate from 20% to 50%." or "In your green building program, you may want to consider converting Credit B to a prerequisite.")

If the contractor requires clarification of a practice in order to complete an assessment, the contractor shall e-mail a question to the TOPO. The TOPO shall arrange a response from the appropriate Green Building Workgroup member through e-mail to, and/or a conference call with, the contractor as necessary.

EPA plans to use these reports in at least two ways<sup>1</sup>:

- 1) as the basis for its comments to standard development organizations (e.g., the International Code Council, the US Green Building Council, etc.) on ways to improve the green building standards; and
- 2) as the basis for suggestions to communities which are evaluating the possibility of adopting green building codes or developing green building programs in state or local jurisdictions.

The TO COR will review all deliverables in draft form and provide revisions and/or comments to the contractor. The contractor shall prepare the final deliverables incorporating the TO COR's comments. The Contractor shall provide the TO COR with electronic versions of all deliverables.

Contractor personnel shall at all times identify themselves as Contractor employees and shall not present themselves as EPA employees. Furthermore, they shall not represent the views of the U.S. Government, EPA, or its employees. In addition, the Contractor shall not engage in inherently governmental activities, including but not limited to actual determination of EPA policy and preparation of documents on EPA letterhead.

### **Task 1: Assessment of the *International green Construction Code***

(Contract Reference: II.A.2, Development & Analysis of Policy Options, paragraph b.)

By May 31, 2012, the contractor shall deliver to the TO COR a draft report based on an assessment of the *International green Construction Code* (Green Building Standard #1 in above list) and fulfilling the requirements described under "Requirements Common to all Tasks" above.

Within two weeks of receiving comments from the TO COR on the initial draft, the contractor shall revise the report accordingly and submit the second draft to the TO COR.

If the TO COR provides comments on the second draft, within one week of receiving the comments, the contractor shall revise the report and submit a final report to the TO COR.

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<sup>1</sup> These activities are not part of the task order; they are provided for information purposes only.

The TO COR will notify the contractor whether the report has been accepted. If the report is unacceptable, the TO COR may provide technical direction to request additional revisions to the final draft report.

**Task 2: Second Assessment** (Contract Reference: II.A.2, Development & Analysis of Policy Options, paragraph b.)

Within one month of the TO COR's acceptance of the Task 1 final deliverable or of the TO COR's technical direction to begin work under Task 2, whichever comes first, the contractor shall deliver to the TO COR a draft report based on an assessment of the second, third, fourth, or fifth green building standard in the list above and fulfilling the requirements described under "Requirements Common to all Tasks."

Within two weeks of receiving comments from the TO COR on the initial draft the contractor shall revise the report accordingly and submit the second draft to the TO COR.

The TO COR will either accept the report or provide additional comments to the contractor.

If comments are provided, within one week of receiving the comments the contractor shall revise the report and submit a final report to the TO COR.

**Task 3: Third Assessment** (Contract Reference: II.A.2, Development & Analysis of Policy Options, paragraph b.)

Within one month of delivering the initial draft report under Task 2 to the TO COR, the contractor shall deliver to the TO COR a draft report based on an assessment of the second, third, fourth, or fifth green building standard in the list above (i.e. a standard not yet assessed in a task above) and fulfilling the requirements described under "Requirements Common to all Tasks."

Within two weeks of receiving comments from the TO COR on the initial draft report, the contractor shall revise the report accordingly and submit the second draft to the TO COR.

The TO COR will either accept the report or provide additional comments to the contractor.

If comments are provided, within one week of receiving the comments the contractor shall revise the report and submit a final report to the TO COR.

**Task 4: Fourth Assessment** (Contract Reference: II.A.2, Development & Analysis of Policy Options, paragraph b.)

Within one month of delivering the initial draft report under Task 3 to the TO COR, the contractor shall deliver to the TO COR a draft report based on an assessment of the second, third, fourth, or fifth green building standard in the list above (i.e. a standard not yet assessed in a task above) and fulfilling the requirements described under “Requirements Common to all Tasks.”

Within two weeks of receiving comments from the TO COR on the initial draft report, the contractor shall revise the report accordingly and submit the second draft to the TO COR.

The TO COR will either accept the report or provide additional comments to the contractor.

If comments are provided, within one week of receiving the comments the contractor shall revise the report and submit a final report to the TO COR.

**Task 5: Fifth Assessment** (Contract Reference: II.A.2, Development & Analysis of Policy Options, paragraph b.)

Within one month of delivering the initial draft report under Task 4 to the TO COR, but no later than November 30, 2012, the contractor shall deliver to the TO COR a draft report based on an assessment of the second, third, fourth, or fifth green building standard in the list above (i.e. a standard not yet assessed in a task above) and fulfilling the requirements described under “Requirements Common to all Tasks.”

Within two weeks of receiving comments from the TO COR on the initial draft report, the contractor shall revise the report accordingly and submit the second draft to the TO COR.

The TO COR will either accept the report or provide additional comments to the contractor.

If comments are provided, within one week of receiving the comments the contractor shall revise the report and submit a final report to the TO COR.

**Task 6: Assessment of the LEED Green Building Standard on Building Design and Construction** (Contract Reference: II.A.2, Development & Analysis of Policy Options, paragraph b.)

~~Within one month after the public release date of LEED 2012 but no later than December 31, 2012, the contractor shall deliver to the TO COR a draft report based on an assessment of LEED 2012 Building Design & Construction (i.e. green building standard #6) and fulfilling the requirements described under “Requirements Common to all Tasks”~~



above.

~~Within two weeks of receiving comments from the TO COR on the initial draft report, the contractor shall revise the report accordingly and submit the second draft to the TO COR.~~

~~The TO COR will either accept the report or provide additional comments to the contractor.~~

~~If comments are provided, within one week of receiving the comments the contractor shall revise the report and submit a final report to the TO COR.~~

**~~Task 7: Assessment of the LEED Green Building Standard on Existing Buildings Operations & Maintenance~~** (Contract Reference: II.A.2, Development & Analysis of Policy Options, paragraph b.)

~~Within one month after the public release date of LEED 2012 but no later than December 31, 2012, the contractor shall deliver to the TO COR a draft report based on an assessment of LEED 2012 Existing Buildings Operations & Maintenance (i.e. green building standard #7) and fulfilling the requirements described under “Requirements Common to all Tasks” above.~~

~~Within two weeks of receiving comments on the initial draft report from the TO COR, the contractor shall revise the report accordingly and submit the second draft to the TO COR.~~

~~The TO COR will either accept the report or provide additional comments to the contractor.~~

~~If comments are provided, within one week of receiving the comments the contractor shall revise the report and submit a final report to the TO COR.~~

**SCHEDULE FOR DELIVERABLES:**

The contractor shall provide the following specific deliverables to the EPA TO COR:

	DELIVERABLE	FORM AND QUANTITY	DUE DATE
Task 1:	Initial draft report	1 copy in Word (delivered electronically)	May 31, 2012
	Revised draft report	1 copy in Word (delivered electronically)	Within 2 weeks of receiving comments

			from the TO COR on initial draft
	Final report	1 copy in Word (delivered electronically)	Within 1 week of receiving comments from the TO COR on the revised draft
Task 2:	Initial draft report	1 copy in Word (delivered electronically)	Within one month of TO COR's acceptance of Task 1 Final report or of technical direction to begin Task 2, whichever is earlier
	Revised draft report	1 copy in Word (delivered electronically)	Within 2 weeks of receiving comments from the TO COR on initial draft
	Final report	1 copy in Word (delivered electronically)	Within 1 week of receiving comments from the TO COR on the revised draft
Task 3:	Initial draft report	1 copy in Word (delivered electronically)	Within one month of delivering Task 2 initial draft report to the TO COR.
	Revised draft report	1 copy in Word (delivered electronically)	Within 2 weeks of receiving comments from the TO COR on initial draft
	Final report	1 copy in Word (delivered electronically)	Within 1 week of receiving comments from the TO COR on the revised draft
Task 4:	Initial draft report	1 copy in Word (delivered electronically)	Within one month of delivering Task 3 initial draft report to the TO COR.
	Revised draft report	1 copy in Word (delivered electronically)	Within 2 weeks of receiving comments from the TO COR on initial draft
	Final report	1 copy in Word (delivered electronically)	Within 1 week of receiving comments from the TO COR on the revised draft
Task 5:	Initial draft report	1 copy in Word (delivered	Within one month

		electronically)	of delivering Task 4 initial draft report to the TO COR, but no later than November 30, 2012.
	Revised draft report	1 copy in Word (delivered electronically)	Within 2 weeks of receiving comments from the TO COR on initial draft
	Final report	1 copy in Word (delivered electronically)	Within 1 week of receiving comments from the TO COR on the revised draft
Task 6:	<del>Initial draft report</del>	<del>1 copy in Word (delivered electronically)</del>	<del>Within one month after the public release date of LEED 2012 but no later than December 31, 2012</del>
	<del>Revised draft report</del>	<del>1 copy in Word (delivered electronically)</del>	<del>Within 2 weeks of receiving comments from the TO COR on initial draft</del>
	<del>Final report</del>	<del>1 copy in Word (delivered electronically)</del>	<del>Within 1 week of receiving comments from the TO COR on the revised draft</del>
Task 7:	<del>Initial draft report</del>	<del>1 copy in Word (delivered electronically)</del>	<del>Within one month after the public release date of LEED 2012 but no later than December 31, 2012</del>
	<del>Revised draft report</del>	<del>1 copy in Word (delivered electronically)</del>	<del>Within 2 weeks of receiving comments from the TO COR on initial draft</del>
	<del>Final report</del>	<del>1 copy in Word (delivered electronically)</del>	<del>Within 1 week of receiving comments from the TO COR on the revised draft</del>

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>			1. CONTRACT ID CODE		PAGE OF PAGES 1 10				
2. AMENDMENT/MODIFICATION NO. 001		3. EFFECTIVE DATE 10/02/2012		4. REQUISITION/PURCHASE REQ. NO.		5. PROJECT NO. (If applicable)			
6. ISSUED BY HPOD US Environmental Protection Agency Headquarters Procurement Operations Ariel Rios Building 1200 Pennsylvania Avenue, NW Washington DC 20460		CODE HPOD		7. ADMINISTERED BY (If other than Item 6) HPOD US Environmental Protection Agency Headquarters Procurement Operations Ariel Rios Building 1200 Pennsylvania Avenue, NW Washington DC 20460		CODE HPOD			
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)  RENAISSANCE PLANNING GROUP, INC. Attn: NA 121 S ORANGE AVE STE 1200 Orlando FL 32801				(x)			9A. AMENDMENT OF SOLICITATION NO.		
							9B. DATED (SEE ITEM 11)		
				x			10A. MODIFICATION OF CONTRACT/ORDER NO. EP-W-11-009 0015		
							10B. DATED (SEE ITEM 13) 09/12/2012		
CODE (b)(4)				FACILITY CODE					

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.  
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

**12. ACCOUNTING AND APPROPRIATION DATA (If required)**

See Schedule

**13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
X	D. OTHER (Specify type of modification and authority) By mutual agreement of parties

**E. IMPORTANT:** Contractor ☐ is not, ☒ is required to sign this document and return 1 copies to the issuing office.

**14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)**

DUNS Number: (b)(4)  
Task Order #0015: Assessment of Extent to Which Green Building Standards Encourage SPA's Recommended Green Building Practices  
TOPO: Susan Gitlin Max Expire Date: 01/26/2013  
The purpose of this modification is to extend the Task Order period of performance from 01/26/2013 to 07/31/2013 at no additional cost to the Government.

**LIST OF CHANGES:**

Reason for Modification : Other Administrative Action  
Period Of Performance End Date changed from 26-JAN-13 to 31-JUL-13  
Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Jody Gosnell	
15B. CONTRACTOR/OFFEROR  (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA  (Signature of Contracting Officer)	16C. DATE SIGNED

## CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED

EP-W-11-009/0015/001

PAGE OF

2

10

NAME OF OFFEROR OR CONTRACTOR

RENAISSANCE PLANNING GROUP, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Total Amount for this Modification: \$0.00 New Total Amount for this Version: \$0.00 New Total Amount for this Award: \$73,506.46 Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center Mail Drop D143-02 109 TW Alexander Drive Durham NC 27711 Period of Performance: 09/12/2012 to 07/31/2013				

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>				1. CONTRACT ID CODE		PAGE OF PAGES 1      2	
2. AMENDMENT/MODIFICATION NO. 002		3. EFFECTIVE DATE See Block 16C		4. REQUISITION/PURCHASE REQ. NO.		5. PROJECT NO. (If applicable)	
6. ISSUED BY HPOD US Environmental Protection Agency Headquarters Procurement Operations Ariel Rios Building 1200 Pennsylvania Avenue, NW Washington DC 20460		CODE HPOD		7. ADMINISTERED BY (If other than Item 6) HPOD US Environmental Protection Agency Headquarters Procurement Operations Ariel Rios Building 1200 Pennsylvania Avenue, NW Washington DC 20460		CODE HPOD	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)  RENAISSANCE PLANNING GROUP, INC. Attn: NA 121 S ORANGE AVE STE 1200 Orlando FL 32801				(x) 9A. AMENDMENT OF SOLICITATION NO.			
				9B. DATED (SEE ITEM 11)			
				x 10A. MODIFICATION OF CONTRACT/ORDER NO. EP-W-11-009 0015			
				10B. DATED (SEE ITEM 13) 09/12/2012			
CODE (b)(4)		FACILITY CODE		11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS			
<input type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended, <input type="checkbox"/> is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.							
12. ACCOUNTING AND APPROPRIATION DATA (If required) See Schedule							
13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.							
CHECK ONE		A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.					
X		B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).					
		C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:					
		D. OTHER (Specify type of modification and authority)					
E. IMPORTANT: Contractor <input checked="" type="checkbox"/> is not, <input type="checkbox"/> is required to sign this document and return _____ 0 _____ copies to the issuing office.							
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)							
DUNS Number: (b)(4)							
Task Order #0015: Assessment of Extent to Which Green Building Standards Encourage SPA's Recommended Green Building Practices							
TOPO: Susan Gitlin Max Expire Date: 01/26/2013							
This modification revises the original Task 1 deliverable due date to November 9, 2012.							
Note that all other deliverable due dates which depend on the Task 1 deliverable due date are, as such, also revised by this modification.							
LIST OF CHANGES:							
Reason for Modification : Other Administrative Action							
Contracting Officer changed							
Continued ...							
Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.							
15A. NAME AND TITLE OF SIGNER (Type or print)				16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)			
				Jami Rodgers			
15B. CONTRACTOR/OFFEROR		15C. DATE SIGNED		16B. UNITED STATES OF AMERICA		16C. DATE SIGNED	
(Signature of person authorized to sign)				(Signature of Contracting Officer)			

## CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED

EP-W-11-009/0015/002

PAGE OF

2

2

NAME OF OFFEROR OR CONTRACTOR

RENAISSANCE PLANNING GROUP, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	from Jody Gosnell  to Jami Rodgers  Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center Mail Drop D143-02 109 TW Alexander Drive Durham NC 27711 Period of Performance: 09/12/2012 to 07/31/2013				

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>			1. CONTRACT ID CODE		PAGE OF PAGES		
					1 10		
2. AMENDMENT/MODIFICATION NO.		3. EFFECTIVE DATE		4. REQUISITION/PURCHASE REQ. NO.		5. PROJECT NO. (If applicable)	
003		See Block 16C		PR-OA-12-00261			
6. ISSUED BY		CODE		7. ADMINISTERED BY (If other than Item 6)		CODE	
HPOD							
US Environmental Protection Agency Headquarters Procurement Operations Ariel Rios Building 1200 Pennsylvania Avenue, NW Washington DC 20460							
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)		(x)		9A. AMENDMENT OF SOLICITATION NO.			
RENAISSANCE PLANNING GROUP, INC.				9B. DATED (SEE ITEM 11)			
Attn: NA							
121 S ORANGE AVE STE 1200				10A. MODIFICATION OF CONTRACT/ORDER NO.			
Orlando FL 32801				EP-W-11-009			
				0015			
				10B. DATED (SEE ITEM 13)			
				09/12/2012			
CODE (b)(4)				FACILITY CODE			

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended. ☐ is not extended.  
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

**12. ACCOUNTING AND APPROPRIATION DATA (If required)**

See Schedule

**13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
X	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: FAR 52.243-2(a)(1) Changes - Cost-Reimbursement (Alt I), in accordance with FAR 43.204(a)
	D. OTHER (Specify type of modification and authority)

**E. IMPORTANT:** Contractor ☐ is not, ☒ is required to sign this document and return 1 copies to the issuing office.

**14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)**

DUNS Number: (b)(4)

Task Order #0015: Assessment of Extent to Which Green Building Standards Encourage SPA's Recommended Green Building Practices

TOPO: Susan Gitlin Max Expire Date: 01/15/2014

The purpose of this modification is to:

(1) Incorporate changes made to the statement of work (attached) to include the extension of the Task 1 deliverable due date to July 31, 2013; and

(2) To extend the period of performance from July 31, 2013 to January 15, 2014.

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)	
		Kathryn Barton	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA	16C. DATE SIGNED
(Signature of person authorized to sign)		(Signature of Contracting Officer)	



## CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED

EP-W-11-009/0015/003

PAGE OF

2

10

NAME OF OFFEROR OR CONTRACTOR

RENAISSANCE PLANNING GROUP, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>In accordance with FAR 43.204(c) by signing this supplemental agreement to the contract, the contractor hereby releases the Government from any further equitable adjustments attributable to this change, except for those cost associated with indirect rate adjustments.</p> <p>LIST OF CHANGES: Period Of Performance End Date changed from 2013-07-31 00:00:00 to 2014-01-15 00:00:00</p> <p>Maximum Potential Expiration Date changed to : 01/15/2014</p> <p>CHANGES FOR LINE ITEM NUMBER: 1 Description changed to: Task Order #0015 Sustainable Communities Technical Assistance--for "Assessment of Extent to Which Green Building Standards Encourage EPA's Recommended Green Building Practices"--in accordance with the attached revised Statement of Work (6/10/2013).</p> <p>Ceilings and Funded Amounts: Cost: (b)(4) Fee: (b)(4) CPFF: \$73,506.46</p> <p>End Date changed from 2013-01-26 00:00:00 to 2014-01-15 00:00:00</p> <p>Delivery Location Code: HPOD HPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460 USA</p> <p>Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (D143-02) 109 TW Alexander Drive Durham NC 27711</p> <p>FOB: Destination Period of Performance: 09/12/2012 to 01/15/2014</p>				

Statement of Work  
Contract Number: EP-W-11-009/EP-W-11-010/EP-W-11-011  
RFO Number: 15

I. TITLE: ASSESSMENT of EXTENT TO WHICH GREEN BUILDING STANDARDS ENCOURAGE EPA'S RECOMMENDED GREEN BUILDING PRACTICES

II. PERIOD OF PERFORMANCE:

From: Date of Award

To: January 15, 2014 ~~July 31, 2012~~

III. BACKGROUND:

*Green building* is the practice of maximizing the efficiency with which buildings and their sites use resources — energy, water, land, and materials — while minimizing impacts on human health and the environment, throughout the complete building life cycle — from siting, design, and construction to operation, renovation, and reuse.

The US Environmental Protection Agency's Green Building Workgroup (GBWG) was formed to play two critical roles in advancing effective, high-performance green building approaches: 1) To help ensure that the term *green building* is associated with those building practices and products that deliver the greatest and most measurable and verifiable environmental improvements and 2) To inform decision-making by communities, local building officials, other government agencies, builders, and other key stakeholders.

In 2009, the GBWG formed a set of recommended green building practices ("GB practices") to use for evaluating and influencing the content of green building standards (including model codes, rating systems, and certification programs) that have been published or that are being developed by standards development organizations. The GB practices cover a wide range of environmental and human health issues and address in specific terms the principles and goals that the Agency aims to promote among green building stakeholders. The GBWG is now revising its set of GB practices for use in evaluating the green building standards that are available to the public in 2012. One major difference between the 2009 and 2012 set of practices is that the revised set contains no practices that focus specifically on energy efficiency; the single remaining energy-focused practice covers the use of renewable energy. (This change does not reflect a decreased level of interest in energy efficiency at the Environmental Protection Agency, but merely reflects the 2012 interests of the Green Building Workgroup membership.)

Although the GBWG is a cross-Agency initiative, the Office of Sustainable Communities coordinates the development of the GB practices as well as the GBWG's participation in the development and revision of green building standards developed by the private sector.

#### IV. PURPOSE AND OBJECTIVE:

The purpose of this statement of work is to gain contractor support for 1) assessing the degree to which available green building standards encourage EPA's 2012 set of GB practices and 2) drafting recommendations to offer to communities that are considering the adoption of green building standards. The 2009 set of GB practices is attached in order to assist interested contractors in understanding the work that is required. It is important to note, however, that the 2012 set of GB practices will be somewhat shorter and narrower in scope.

#### V. QUALITY ASSURANCE (QA) REQUIREMENTS

Check [ ] Yes if the following is required or [X] NO if the following is not required. The Contractor shall submit with their technical proposal a written Quality Assurance Project Plan for any project that is developing environmental measurements or a Quality Assurance Supplement to the Quality Management Plan for any project which generates environmental data using models.

#### VI. TASKS AND DELIVERABLES:

The TO COR will provide the contractor with a selection of practices from EPA's 2012 set of recommended green building practices ("GB practices").

The TO COR will not provide the following green building standards, which, together with the GB practices, form the basis for the work described in Tasks 1-7\*:

##### Green Building Standards

1. International Code Council's *2012 International green Construction Code*.
2. American Society of Heating, Refrigerating and Air-Conditioning Engineers' *Standard for the Design of High-Performance Green Buildings Except Low-Rise Residential Buildings* (ANSI/ASHRAE/USGBC/IES Standard 189.1-2011)
3. National Association of Home Builders' *National Green Building Standard*, 2012 (ICC 700-2012) (slated to become available by September 30, 2012)
4. Green Building Initiative's Green Globes for New Construction
5. Green Building Initiative's Green Globes for Continual Improvement of Existing Buildings

\* Over the course of work under the task order, the TO COR may issue technical

direction to substitute other green building standards for standards in the above list on which the contractor has not yet begun work. Substituted standards would be comparable in length and complexity to those standards that they replace in the list.

### Requirements Common to All Tasks

For each of the tasks below the contractor shall prepare a report that describes the degree to which the given standard encourages a builder, developer, and/or building owner to follow each practice included in the 2012 set of selected GB practices and the specific differences between the standard's provisions and the GB practice.

Findings might include, for example:

- If the model code is adopted as a local ordinance and enforced as a mandatory building code, Practice #4A would be required of all new commercial buildings in the community, but Practice #5C would not be required, and Practice #1B may or may not be required, depending on whether the community decides to activate the option.
- The green building rating system requires an approach that is similar to Practice #6A, but which falls short in achieving a certain performance level, specifically...
- The rating system includes Practice #2D in its selection of credits, but a builder is not required to select that credit and can achieve all levels of certification without selecting that credit.
- For Practice 6C, the model code requires a maximum of 200 feet from the building, whereas EPA's GB practice calls for a maximum of 50 feet.
- The rating system provides a credit for buildings that achieve practice 4A, but only for new commercial construction, not for existing buildings or schools, as EPA recommends.

When the contractor finds that the standard falls short of fully requiring a practice, the contractor shall include in the report:

- a) a description of the degree to which the practice is encouraged.
- b) a statement, written for community decision-makers, with recommendations on how the community could encourage/further encourage the practice (e.g., "When adopting this model code as an ordinance, consider revising section III.A.4 such that it raises the required recycling rate from 20% to 50%." or "In your green building program, you may want to consider converting Credit B to a prerequisite.")

If the contractor requires clarification of a practice in order to complete an assessment, the contractor shall e-mail a question to the TOPO. The TOPO shall arrange a response from the appropriate Green Building Workgroup member through e-mail to, and/or a conference call with, the contractor as necessary.

EPA plans to use these reports in at least two ways<sup>1</sup>:

- 1) as the basis for its comments to standard development organizations (e.g., the International Code Council, the US Green Building Council, etc.) on ways to improve the green building standards; and
- 2) as the basis for suggestions to communities which are evaluating the possibility of adopting green building codes or developing green building programs in state or local jurisdictions.

The TO COR will review all deliverables in draft form and provide revisions and/or comments to the contractor. The contractor shall prepare the final deliverables incorporating the TO COR's comments. The Contractor shall provide the TO COR with electronic versions of all deliverables.

Contractor personnel shall at all times identify themselves as Contractor employees and shall not present themselves as EPA employees. Furthermore, they shall not represent the views of the U.S. Government, EPA, or its employees. In addition, the Contractor shall not engage in inherently governmental activities, including but not limited to actual determination of EPA policy and preparation of documents on EPA letterhead.

Exceptions: For practices 5B.1 – 5B.6, the contractor shall provide a limited analysis and summary of the extent to which the given standard addresses the topic described in the title of the practice. The contractor shall not conduct a full gap analysis for these practices, nor write any recommendations for community decision-makers.

### **Task 1: Assessment of the *International green Construction Code***

(Contract Reference: II.A.2, Development & Analysis of Policy Options, paragraph b.)

By July 31, 2013 ~~November 9, 2012~~, the contractor shall deliver to the TO COR a draft report based on an assessment of the *International green Construction Code* (Green Building Standard #1 in above list) and fulfilling the requirements described under "Requirements Common to all Tasks" above.

Within two weeks of receiving comments from the TO COR on the initial draft, the contractor shall revise the report accordingly and submit the second draft to the TO COR.

If the TO COR provides comments on the second draft, within one week of

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<sup>1</sup> These activities are not part of the task order; they are provided for information purposes only.

receiving the comments, the contractor shall revise the report and submit a final report to the TO COR.

The TO COR will notify the contractor whether the report has been accepted. If the report is unacceptable, the TO COR may provide technical direction to request additional revisions to the final draft report.

**Task 2: Second Assessment** (Contract Reference: II.A.2, Development & Analysis of Policy Options, paragraph b.)

Within one month of the TO COR's acceptance of the Task 1 final deliverable or of the TO COR's technical direction to begin work under Task 2, whichever comes first, the contractor shall deliver to the TO COR a draft report based on an assessment of the second, third, fourth, or fifth green building standard in the list above and fulfilling the requirements described under "Requirements Common to all Tasks."

Within two weeks of receiving comments from the TO COR on the initial draft the contractor shall revise the report accordingly and submit the second draft to the TO COR.

The TO COR will either accept the report or provide additional comments to the contractor.

If comments are provided, within one week of receiving the comments the contractor shall revise the report and submit a final report to the TO COR.

**Task 3: Third Assessment** (Contract Reference: II.A.2, Development & Analysis of Policy Options, paragraph b.)

Within one month of delivering the initial draft report under Task 2 to the TO COR, the contractor shall deliver to the TO COR a draft report based on an assessment of the second, third, fourth, or fifth green building standard in the list above (i.e. a standard not yet assessed in a task above) and fulfilling the requirements described under "Requirements Common to all Tasks."

Within two weeks of receiving comments from the TO COR on the initial draft report, the contractor shall revise the report accordingly and submit the second draft to the TO COR.

The TO COR will either accept the report or provide additional comments to the contractor.

If comments are provided, within one week of receiving the comments the contractor shall revise the report and submit a final report to the TO COR.

**Task 4: Fourth Assessment** (Contract Reference: II.A.2, Development & Analysis of Policy Options, paragraph b.)

Within one month of delivering the initial draft report under Task 3 to the TO COR, the contractor shall deliver to the TO COR a draft report based on an assessment of the second, third, fourth, or fifth green building standard in the list above (i.e. a standard not yet assessed in a task above) and fulfilling the requirements described under “Requirements Common to all Tasks.”

Within two weeks of receiving comments from the TO COR on the initial draft report, the contractor shall revise the report accordingly and submit the second draft to the TO COR.

The TO COR will either accept the report or provide additional comments to the contractor.

If comments are provided, within one week of receiving the comments the contractor shall revise the report and submit a final report to the TO COR.

**Task 5: Fifth Assessment** (Contract Reference: II.A.2, Development & Analysis of Policy Options, paragraph b.)

Within one month of delivering the initial draft report under Task 4 to the TO COR, but no later than November 30, 2012, the contractor shall deliver to the TO COR a draft report based on an assessment of the second, third, fourth, or fifth green building standard in the list above (i.e. a standard not yet assessed in a task above) and fulfilling the requirements described under “Requirements Common to all Tasks.”

Within two weeks of receiving comments from the TO COR on the initial draft report, the contractor shall revise the report accordingly and submit the second draft to the TO COR.

The TO COR will either accept the report or provide additional comments to the contractor.

If comments are provided, within one week of receiving the comments the contractor shall revise the report and submit a final report to the TO COR.

**SCHEDULE FOR DELIVERABLES:**

The contractor shall provide the following specific deliverables to the EPA TO COR:

	DELIVERABLE	FORM AND QUANTITY	DUE DATE
Task 1:	Initial draft report	1 copy in Word (delivered electronically)	<del>July 31, 2013</del> <del>November 2, 2012</del>
	Revised draft report	1 copy in Word (delivered electronically)	Within 2 weeks of receiving comments from the TO COR on initial draft
	Final report	1 copy in Word (delivered electronically)	Within 1 week of receiving comments from the TO COR on the revised draft
Task 2:	Initial draft report	1 copy in Word (delivered electronically)	Within one month of TO COR's acceptance of Task 1 Final report or of technical direction to begin Task 2, whichever is earlier
	Revised draft report	1 copy in Word (delivered electronically)	Within 2 weeks of receiving comments from the TO COR on initial draft
	Final report	1 copy in Word (delivered electronically)	Within 1 week of receiving comments from the TO COR on the revised draft
Task 3:	Initial draft report	1 copy in Word (delivered electronically)	Within one month of delivering Task 2 initial draft report to the TO COR.
	Revised draft report	1 copy in Word (delivered electronically)	Within 2 weeks of receiving comments from the TO COR on initial draft
	Final report	1 copy in Word (delivered electronically)	Within 1 week of receiving comments from the TO COR on the revised draft
Task 4:	Initial draft report	1 copy in Word (delivered electronically)	Within one month of delivering Task 3



			initial draft report to the TO COR.
	Revised draft report	1 copy in Word (delivered electronically)	Within 2 weeks of receiving comments from the TO COR on initial draft
	Final report	1 copy in Word (delivered electronically)	Within 1 week of receiving comments from the TO COR on the revised draft
Task 5:	Initial draft report	1 copy in Word (delivered electronically)	Within one month of delivering Task 4 initial draft report to the TO COR, but no later than November 30, 2012.
	Revised draft report	1 copy in Word (delivered electronically)	Within 2 weeks of receiving comments from the TO COR on initial draft
	Final report	1 copy in Word (delivered electronically)	Within 1 week of receiving comments from the TO COR on the revised draft

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>			1. CONTRACT ID CODE		PAGE OF PAGES 1 8		
2. AMENDMENT/MODIFICATION NO. 004		3. EFFECTIVE DATE See Block 16C		4. REQUISITION/PURCHASE REQ. NO.		5. PROJECT NO. (If applicable)	
6. ISSUED BY HPOD		CODE		7. ADMINISTERED BY (If other than Item 6)		CODE	
HPOD US Environmental Protection Agency Headquarters Procurement Operations Ariel Rios Building 1200 Pennsylvania Avenue, NW Washington DC 20460							
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) RENAISSANCE PLANNING GROUP, INC. Attn: NA 121 S ORANGE AVE STE 1200 Orlando FL 32801		(x)		9A. AMENDMENT OF SOLICITATION NO.			
				9B. DATED (SEE ITEM 11)			
		x		10A. MODIFICATION OF CONTRACT/ORDER NO. EP-W-11-009 0015			
				10B. DATED (SEE ITEM 13) 09/12/2012			
CODE (b)(4)				FACILITY CODE			

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended. ☐ is not extended.  
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

**12. ACCOUNTING AND APPROPRIATION DATA (If required)**

See Schedule

**13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
X	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: FAR 52.243-2(a)(1) Changes - Cost-Reimbursement (Alt I), in accordance with FAR 43.204(a)
	D. OTHER (Specify type of modification and authority)

**E. IMPORTANT:** Contractor ☐ is not, ☒ is required to sign this document and return 1 copies to the issuing office.

**14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)**

DUNS Number: (b)(4)  
Task Order #0015: Assessment of Extent to Which Green Building Standards Encourage SPA's Recommended Green Building Practices  
TOPO: Susan Gitlin Max Expire Date: 01/15/2014  
The purpose of this modification is to:

(1) Accept the contractor's revised cost estimate dated October 31, 2013 in response to the government's request for a reduction in the scope of work dated September 18, 2013.

(2) Incorporate changes made to the Statement of Work (September 18, 2013).

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Stefan Martiyan	
15B. CONTRACTOR/OFFEROR  (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA  (Signature of Contracting Officer)	16C. DATE SIGNED

## CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED

EP-W-11-009/0015/004

PAGE OF

2

8

NAME OF OFFEROR OR CONTRACTOR

RENAISSANCE PLANNING GROUP, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>By signing this modification the Contractor hereby releases the Government from any and all liability under this contract for further equitable adjustments attributable to the changes in this modification other than those costs associated with indirect rate adjustments.</p> <p>LIST OF CHANGES:</p> <p>CHANGES FOR LINE ITEM NUMBER: 1 Description changed to:</p> <p>Task Order #0015 Sustainable Communities Technical Assistance--for "Assessment of Extent to Which Green Building Standards Encourage EPA's Recommended Green Building Practices"--in accordance with the attached revised Statement of Work (9/18/2013) and approved revised cost estimate for the remaining work, dated 10/31/2013.</p> <p>Cost Ceilings:</p> <p>Cost: (b)(4)</p> <p>Fee: (b)(4)</p> <p>CPFF: \$73,506.46</p> <p>Payment:</p> <p>RTP Finance Center US Environmental Protection Agency RTP-Finance Center (D143-02) 109 TW Alexander Drive Durham NC 27711</p> <p>FOB: Destination</p> <p>Period of Performance: 09/12/2012 to 01/15/2014</p>				

Statement of Work  
Contract Number: EP-W-11-009/EP-W-11-010/EP-W-11-011  
RFO Number: 15

I. TITLE: ASSESSMENT of EXTENT TO WHICH GREEN BUILDING STANDARDS ENCOURAGE EPA'S RECOMMENDED GREEN BUILDING PRACTICES

II. PERIOD OF PERFORMANCE:

From: Date of Award  
To: January 15, 2014

III. BACKGROUND:

*Green building* is the practice of maximizing the efficiency with which buildings and their sites use resources — energy, water, land, and materials — while minimizing impacts on human health and the environment, throughout the complete building life cycle — from siting, design, and construction to operation, renovation, and reuse.

The US Environmental Protection Agency's Green Building Workgroup (GBWG) was formed to play two critical roles in advancing effective, high-performance green building approaches: 1) To help ensure that the term *green building* is associated with those building practices and products that deliver the greatest and most measurable and verifiable environmental improvements and 2) To inform decision-making by communities, local building officials, other government agencies, builders, and other key stakeholders.

In 2009, the GBWG formed a set of recommended green building practices ("GB practices") to use for evaluating and influencing the content of green building standards (including model codes, rating systems, and certification programs) that have been published or that are being developed by standards development organizations. The GB practices cover a wide range of environmental and human health issues and address in specific terms the principles and goals that the Agency aims to promote among green building stakeholders.

Although the GBWG is a cross-Agency initiative, the Office of Sustainable Communities coordinates the development of the GB practices as well as the GBWG's participation in the development and revision of green building standards developed by the private sector.

#### IV. PURPOSE AND OBJECTIVE:

The purpose of this statement of work is to gain contractor support for 1) assessing the degree to which a few green building standards encourage the goals and approaches described in a selection of EPA's 2012 set of GB practices and 2) drafting recommendations to offer to communities that are considering the adoption of green building standards. The set of 2012 practices that shall be used as the basis for this work is attached.

#### V. QUALITY ASSURANCE (QA) REQUIREMENTS

Check [ ] Yes if the following is required or [X] NO if the following is not required. The Contractor shall submit with their technical proposal a written Quality Assurance Project Plan for any project that is developing environmental measurements or a Quality Assurance Supplement to the Quality Management Plan for any project which generates environmental data using models.

#### VI. TASKS AND DELIVERABLES:

The TO COR will provide the contractor with a selection of practices from EPA's 2012 set of recommended green building practices ("GB practices").

The TO COR will not provide the following green building standards, which, together with the GB practices, form the basis for the work described in Tasks 1-3\*:

##### Green Building Standards

1. National Association of Home Builders' *National Green Building Standard*, 2012 (ICC 700-2012)
  2. Green Building Initiative's Green Globes for New Construction
  3. LEED v4 Building Design & Construction for New Construction
- \* Over the course of work under the task order, the TO COR may issue technical direction to substitute other green building standards for standards in the above list on which the contractor has not yet begun work. Substituted standards would be comparable in length and complexity to those standards that they replace in the list.

##### Requirements Common to All Tasks

For each of the tasks below the contractor shall prepare a report that describes the degree to which the given standard encourages a builder, developer, and/or building owner to achieve the goals of each practice included in Tier 1 of the set of selected GB practices and, where the standard falls short of those goals, the specific differences

between the standard's provisions and the GB practice.

Findings might be written, for example, as follows:

- The green building rating system requires an approach that is similar to Practice #6A, but which falls short in achieving a certain performance level, specifically...
- The rating system includes Practice #2D in its selection of credits, but a builder is not required to select that credit and can achieve all levels of certification without selecting that credit.
- For Practice 6C, the rating system requires a maximum of 200 feet from the building, whereas EPA's GB practice calls for a maximum of 50 feet.

When the contractor finds that the standard falls short of fully requiring a practice, the contractor shall include in the report a recommendation, written for community decision-makers, on how a community (e.g., a local or state jurisdiction) that is adopting, or providing incentives for the use of, the green building standard could revise the provisions of the standard to encourage the practice (e.g., "When adopting this model code as an ordinance, consider revising section III.A.4 such that it raises the required recycling rate from 20% to 50%." or "In your green building program, you may want to consider converting Credit B to a prerequisite.")

If the contractor requires clarification of a practice in order to complete an assessment, the contractor shall e-mail a question to the TOPO. The TOPO shall arrange a response from the appropriate Green Building Workgroup member through e-mail to, and/or a conference call with, the contractor as necessary.

EPA plans to use these reports in at least two ways<sup>1</sup>:

- 1) as the basis for its comments to standard development organizations (e.g., the International Code Council, the US Green Building Council, etc.) on ways to improve the green building standards; and
- 2) as the basis for suggestions to communities which are evaluating the possibility of adopting green building codes or developing green building programs in state or local jurisdictions.

The TO COR will review all deliverables in draft form and provide revisions and/or comments to the contractor. The contractor shall prepare the final deliverables incorporating the TO COR's comments. The Contractor shall provide the TO COR with electronic versions of all deliverables.

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<sup>1</sup> These activities are not part of the task order; they are provided for information purposes only.

Contractor personnel shall at all times identify themselves as Contractor employees and shall not present themselves as EPA employees. Furthermore, they shall not represent the views of the U.S. Government, EPA, or its employees. In addition, the Contractor shall not engage in inherently governmental activities, including but not limited to actual determination of EPA policy and preparation of documents on EPA letterhead.

**Task 1: Assessment of the *International green Construction Code***

(Contract Reference: II.A.2, Development & Analysis of Policy Options, paragraph b.)

By November 15, 2013, the contractor shall deliver to the TO COR a draft report based on an assessment of the National Association of Home Builders' *National Green Building Standard*, 2012 (ICC 700-2012) and fulfilling the requirements described under "Requirements Common to all Tasks" above.

Within two weeks of receiving comments from the TO COR on the initial draft, the contractor shall revise the report accordingly and submit the second draft to the TO COR.

If the TO COR provides comments on the second draft, within one week of receiving the comments, the contractor shall revise the report and submit a final report to the TO COR.

The TO COR will notify the contractor whether the report has been accepted. If the report is unacceptable, the TO COR may provide technical direction to request additional revisions to the final draft report.

**Task 2: Second Assessment** (Contract Reference: II.A.2, Development & Analysis of Policy Options, paragraph b.)

Within one month of the TO COR's acceptance of the Task 1 final deliverable or of the TO COR's technical direction to begin work under Task 2, whichever comes first, the contractor shall deliver to the TO COR a draft report based on an assessment of the second or third green building standard in the list above and fulfilling the requirements described under "Requirements Common to all Tasks."

Within two weeks of receiving comments from the TO COR on the initial draft the contractor shall revise the report accordingly and submit the second draft to the TO COR.

The TO COR will either accept the report or provide additional comments to the contractor.

If comments are provided, within one week of receiving the comments the

contractor shall revise the report and submit a final report to the TO COR.

**Task 3: Third Assessment** (Contract Reference: II.A.2, Development & Analysis of Policy Options, paragraph b.)

Within one month of delivering the initial draft report under Task 2 to the TO COR, the contractor shall deliver to the TO COR a draft report based on an assessment of the second or third green building standard in the list above (i.e. the standard not yet assessed in a previous task) and fulfilling the requirements described under “Requirements Common to all Tasks.”

Within two weeks of receiving comments from the TO COR on the initial draft report, the contractor shall revise the report accordingly and submit the second draft to the TO COR.

The TO COR will either accept the report or provide additional comments to the contractor.

If comments are provided, within one week of receiving the comments the contractor shall revise the report and submit a final report to the TO COR.

**SCHEDULE FOR DELIVERABLES:**

The contractor shall provide the following specific deliverables to the EPA TO COR:

	DELIVERABLE	FORM AND QUANTITY	DUE DATE
Task 1:	Initial draft report	1 copy in Word (delivered electronically)	November 15, 2013
	Revised draft report	1 copy in Word (delivered electronically)	Within 2 weeks of receiving comments from the TO COR on initial draft
	Final report	1 copy in Word (delivered electronically)	Within 1 week of receiving comments from the TO COR on the revised draft
Task 2:	Initial draft report	1 copy in Word (delivered electronically)	Within one month of TO COR's acceptance of Task 1 Final report or of technical direction to begin Task 2,



			whichever is earlier
	Revised draft report	1 copy in Word (delivered electronically)	Within 2 weeks of receiving comments from the TO COR on initial draft
	Final report	1 copy in Word (delivered electronically)	Within 1 week of receiving comments from the TO COR on the revised draft
Task 3:	Initial draft report	1 copy in Word (delivered electronically)	Within one month of delivering Task 2 initial draft report to the TO COR.
	Revised draft report	1 copy in Word (delivered electronically)	Within 2 weeks of receiving comments from the TO COR on initial draft
	Final report	1 copy in Word (delivered electronically)	Within 1 week of receiving comments from the TO COR on the revised draft